



Data Analyst

About the Education Achievement Authority: In 2012, an agreement between The State of Michigan, Detroit Public Schools and Eastern Michigan University created the Education Achievement Authority to oversee fifteen struggling Detroit public schools. The EAA believes in disrupting the status quo in order to ensure a high-quality education for all students. Under the new leadership of the Chancellor, the EAA is committed to being a system of high-performing schools and not a school system. We believe that ALL of our students can and will achieve. We are always looking at ways to improve while enhancing the great work that our teachers, leaders and support staff do on a daily basis. Join our team!

JOB TITLE: Data Analyst

REPORTS TO: Chief Technology Officer or TBD

SUMMARY of POSITION:

The candidate selected for this position will be responsible for working to analyze and develop reporting on student and academic data. The district's strategy is to develop best in class tools for managing accountability, performance, student testing, and academic planning

PRIMARY DUTIES AND RESPONSIBILITIES:

The successful candidate should be able to learn new systems and techniques and provide a range of technological capabilities and services to include the following responsibilities:

- Develop reports, dashboards and flexible query and analysis of data using current systems as well as recommend new technology and systems and improvements in processes and workflow.
- Plan and execute database functions as required.
- Lead and innovate in the area of statistical analysis and data visualization
- Lead the research, analysis, requirements, design, testing and implementation of new techniques and reporting/communication.
- Monitor ongoing operational systems and assist with managing data integrity of source systems.
- Work with other district staff to align analysis and technology to academic and other policies.
- Maintain appropriate documentation on procedures and configurations.

- Develop and facilitate users groups to improve systems and develop requirements for new systems, interfaces and reports.
- Coordinate and administer training to school and district staff.
- Participate in evaluating new academic projects to determine impacts and configurations.
- Perform other duties and responsibilities related to those described above which do not alter the basic level of responsibility of the position.

Additional Skills Desired

- Advanced quantitative analysis and reporting skills.
- Proficiency in at least one statistical software package (e.g., STATA, SPSS, SAS, R).
 - Working knowledge of PowerSchool and Tyler Pulse preferred.
 - Experience with data visualization and dashboard reporting.
- Academic data domain, software knowledge and experience.

Qualifications:

- Excellent customer service and communication skills. Ability to work with people of various backgrounds with all levels of technical knowledge.
- Strong organizational, analytical and problem-solving skills.
- Advanced degree in statistics, economics, political science, computer science or related area or equivalent experience.

FILING DEADLINE:	Posted until filled
SALARY:	Commensurate with experience
LENGTH OF WORK YEAR:	Twelve (12) Months (school year)
EFFECTIVE DATE:	Immediately

METHOD OF APPLICATION: All interested candidates should submit a letter of application and current resume to:

Carla West
 Human Resources
 Education Achievement Authority of Michigan
 300 River Place, Suite 3600 Detroit, Michigan 48227
 By Email – EAAjobs@eaaofmichigan.org

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